

How your application is assessed



Your housing application is assessed using a “banding” system. There are three bands you can come into depending on the information you provide in your application form.

These are:

Band 1 – urgent need to move

Band 2 – need to move

Band 3 – community and employment.

All applicants who do not meet the banding criteria will be registered on the aspirational list.

How do we let properties?

- We work closely with the local authority for each of our areas and have nomination agreements in place with some of them for up to 100% of available allocations to be made to their applicants.
- In a number of our areas we participate in choice based letting schemes and advertise available properties using the scheme rules.
- We then have a target to let 75% of available properties to band 1 in the first instance, then band 2 if there are no eligible applicants in band 1 and 25% to band 3.

The criteria for each band are in the charts that follow:

Band 1 – urgent need to move

For applicants in extreme or life-threatening situations as a result of their housing or directly linked to their housing situation. Subject to time limit and review.

Criteria	Description
Move-on accommodation	Where someone is leaving supported housing and needs to find independent accommodation. And/or to free up supported housing space in demand.
Urgent medical or accessibility needs	This banding is granted only in exceptional circumstances, when the applicant or a member of the applicant’s household has a life-threatening condition, which is seriously affected by their current housing, or their home cannot be accessed due to ill health or disability.
Management discretion to override policy	Agreed in circumstances where exceptional need is presented that is not accommodated by the policy.
Severe anti-social behaviour, nuisance, domestic violence or harassment	Agreed in exceptional circumstances due to significant problems associated with the tenant’s occupation of a dwelling and there is high risk to the tenant or their family’s safety if they remain in the dwelling/area. Moves will be to properties of the same size and type where required, but locations or areas are likely to change.
Decants	Where a property is required due to redevelopment or major repairs, or where current lease has expired (Home Group properties only).
Release adapted property	Where a tenant does not require a specially adapted property for disabled use, and there is a demand for its use.
Homeless household	Closing order issues i.e. properties unfit for human habitation as advised by Environmental Health where there is no alternative measure to render the property fit. Or, similar duty where emergency re-housing is essential e.g. Compulsory Purchase Order (CPO) to enable site clearance for a road-widening scheme. Or, below tolerable standard (Home Group in Scotland only) – local authority assessor has confirmed that the property is below tolerable standard.
Section 5 referral	Referral under Section 5 of the Housing (Scotland) Act 2001 (Home Group in Scotland only). Maximum 25% lets to section 5 referrals subject to nomination agreement.
Multiple needs	Household has multiple housing needs, 2 or more elements from band 2.
Under occupation	Current accommodation has 2 or more bedrooms than required (please see our application form for more details about bedroom requirements).
Threatened with homelessness	Persons likely to become homeless within the next 2 months, including: <ul style="list-style-type: none"> • Private tenants with a shorthold tenancy who have been issued with a notice to quit • Members of the armed forces with impending discharge • Persons in tied accommodation where their employment is ending • Persons being discharged from long term care • Prisoners being released • Mortgage repossession

Band 2 - need to move

For applicants in a high need but not emergency or life-threatening.

Criteria	Description
Court order	Court order to re-house.
Insecure accommodation	Applicant living in insecure accommodation: <ul style="list-style-type: none">• Private tenant with short assured/assured shorthold tenancy• Private tenant in property in poor• Lodgers• Living in tied accommodation• Living in a caravan• Sharing facilities (eg bedroom, bathroom, state of repair kitchen or living room).
Medical or accessibility needs	Medical condition that is aggravated, or worsened by current housing, but is not life-threatening. And/or where an essential part of the home cannot be used due to ill health or disability.
Living with parent/guardians or friends	Sharing facilities (eg bedroom, bathroom, kitchen or living room) and seeking independent accommodation.
Lacking basic facilities	Living in accommodation with: <ul style="list-style-type: none">• No heating• No cold water supply• No bathroom• Outside toilet• No kitchen. Or, below tolerable standard (Home Group in Scotland only) – the property is in poor repair or is lacking basic amenities, but has not been assessed by the local authority as being below tolerable standard.
Overcrowded	Current accommodation does not have sufficient bedrooms for the household's needs (please see our application form for more details about bedroom requirements).
Anti-social behaviour/ harassment/ neighbour nuisance	Where situation is severe but problems pose no risk of physical harm and all other remedial avenues exhausted.

Band 3 - community and employment

For applications where people want to be near family/friends, or seeking employment.

Criteria	Description
Key worker	Where a key worker is seeking housing in the area. This would include (but is not restricted to as local needs can differ): <ul style="list-style-type: none">• Nurses and NHS staff• Prison service and probation staff• Educational psychologists• Occupational therapists
Access to family or friends	Where a person wishes to move to: <ul style="list-style-type: none">• Be closer to family as living out of the area• Give or receive support or care.
Employment opportunity	To enable an unemployed person to take up an offer of employment, or to be closer to current employment.

A house meets the tolerable standard criteria (for Home Group in Scotland) if it:

- is structurally stable and substantially free from rising or penetrating damp;
- has satisfactory provision for natural and artificial lighting; ventilation and heating;
- has an adequate piped supply of wholesome water available within the house;
- has a sink provided with a satisfactory supply of both hot and cold water within the house;
- has a wash-hand basin and fixed bath or shower provided with a satisfactory supply of both hot and cold water within the house;
- has a toilet available for the exclusive use of the house occupants, suitably located within the house;
- has an effective system for the drainage and disposal of foul and surface water;
- in the case of a house having a supply of electricity, complies with the relevant requirement in relation to the electrical installations for the purpose of that supply;
 - ‘the electrical installation’ is electrical wiring and associated components and fittings, but excludes equipment and appliances.
 - ‘the relevant requirement’ is that the electrical installation is adequate and safe to use.
- has satisfactory facilities for the cooking of food within the house and access to all external doors and outbuilding.

Proportion of lets in Scotland: 50% to band 1, 30% to band 2, 20% to band 3.

Any applicant who does not meet the banding criteria will be registered on an aspirational housing list.